

**RESOLUTION OF THE BOARD OF CHOSEN FREEHOLDERS
COUNTY OF ESSEX**

RESOLUTION NO. R-245-00709 AUTHORITY FOR RESOLUTION: N.J.S.A. 40:41A-38(n)

PROPOSED BY: COUNTY EXECUTIVE AUTHORITY FOR ACTION: N.J.S.A. 40:41A-36(i)

SUBJECT:

DEPARTMENT OF PUBLIC WORKS, DIVISION OF ENGINEERING - PROFESSIONAL SERVICES AGREEMENT - TO PROVIDE ARCHITECTURAL AND ENGINEERING DESIGN SERVICES FOR HILLTOP RESERVATIONS - CME ASSOCIATES - AMOUNT NOT TO EXCEED \$94,111.00

WHEREAS, the County of Essex through Department of Public Works has a need for Architectural & Engineering Design Services for Hilltop Reservation (the "Services"); and

WHEREAS, the Department of Public Works through the Office of Purchasing has publicly advertised for Request for Proposals (RFP) in a "Fair and Open" process in accord with New Jersey "Pay to Play" law, N.J.S.A. 19:44A-20.2 et. seq.:

WHEREAS, the County has received, from four (4) consulting firms written responses to the RFP; and

WHEREAS, the Department of Public Works in-house Evaluation Selection Committee recommends that a contract for the Services be awarded to CME Associates, in the amount not to exceed \$94,111.00; and

WHEREAS, the Chief Financial Officer has certified the availability of funds to pay such contract (which certification is attached hereto); and

WHEREAS, said contract was the result of a Publicly Advertised Fair & Open Process, (Request for Proposals) as Professional Services in accordance with N.J.S.A. 40A: 11-5(1) of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. on condition that a resolution authorizing the contract for Professional Services and the contract itself be made available for public inspection; and

WHEREAS, the Board of Chosen Freeholders is empowered by N.J.S.A. 40: 41A-38(n) to approve, by resolution, contracts presented by the County Executive; now, therefore, be it.

RESOLVED, by the Essex County Board of Chosen Freeholders as follows:

1. That the award of a contract for the Services at a cost not to exceed \$94,111.00 to CME Associates a copy of which is annexed hereto in accordance with the recommendation of the County's of Department of Public Works be and hereby is approved, in accordance with the provisions of Law.
2. That the contract is awarded as a contract for "Professional Services" in accordance with N.J.S.A. 11-5(1)(a)
3. That notice of this contract award be published by the Clerk of the Board of Chosen Freeholders in accordance with the provision of N.J.S.A. 40A: 11-5(1)
4. That the Clerk of the Board of Chosen Freeholders forward one (1) certified copy of this Resolution & Contract to the Office of Purchasing and one (1) to the Department of Public Works.

RECEIVED and FILED
Office of the Clerk of the
Board of Freeholders

SEP - 1 2015

COUNTY OF ESSEX

Approved as to form and legality Anthony Accardi Date 9/1/15

a/ ESSEX COUNTY COUNSEL

RECORD OF VOTE (X=Vote N.V.=Abstention ABS=Absent)

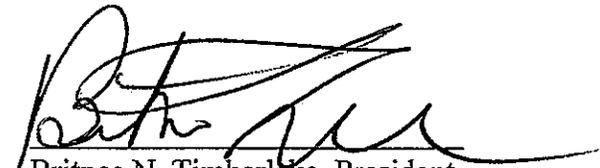
Moved By Freeholder Sebold
 Second by Freeholder Jones

Freeholder	Yes	No	N.V.	ABS	Freeholder	Yes	No	N.V.	ABS
Bobadilla				✓	Richardson	✓			
Gill, V.P.				✓	Sebold	✓			
Johnson	✓				Timberlake, Pres.	✓			
Jones	✓				Toro	✓			
Luciano	✓								

It is hereby certified that the foregoing Resolution was (✓) adopted () defeated () tabled by roll call vote at a Regular meeting of the Board of Chosen Freeholders of the County of Essex, New Jersey held on September 9, 2015.

Is Publication Required () Yes () No

Date Published _____


 Britnee N. Timberlake, President

CME Associates

#12
42015-00709.

MEMORANDUM OF AGREEMENT
BETWEEN

VENDOR

COUNTY

NAME: CME Associates
ADDRESS: 3141 Bordentown Ave.
Parlin, N.J. 08859

County of Essex
Hall of Records
465 Dr. Martin Luther King Blvd.
Newark, New Jersey 07102

RFP#: 15082
DATE ADVERTISED: April 21, 2015
DATE RECEIVED: May 28, 2015 (addenda issued)
CONTRACT PERIOD: Twelve (12) months from date of award by Freeholder Board
BASIS OF AWARD: Lowest price & highest accumulated points from scoring
COMMODITY DESCRIPTION: Hilltop Reservation Engineering Design for Essex County, N.J.

CONDITIONS:

The Essex County Chief Financial Officer has certified that funds are available for this expenditure (N.J.S.A. 5:30-5.1 et seq.).

The vendor identified above hereby agrees to comply with the terms and conditions of the bid specifications, advertisement, and vendor's proposal, as submitted by the vendor listed above under the bid number stated above, which are incorporated herein and made part hereof, and to faithfully perform the obligations therein to furnish & deliver the good or service listed above.

The award of this contract is subject to the approval of the Essex County Board of Chosen Freeholders by resolution and such resolution will be prepared and presented to the Board at its regularly scheduled meeting. This contract becomes effective & binding upon adoption by resolution by the Essex County Board of Chosen Freeholders.

This vendor has agreed to participate in the Voluntary Cooperative Purchasing System extending exact pricing & equipment specifications to all County Cooperative Agencies for the term of this contract. YES NO DOES NOT APPLY

PAYMENT TERMS:

CONTRACT PERIOD: Twelve (12) months from award date by Freeholder Board
AWARDED ITEMS: Tasks outlined in the RFP specifications.
AMOUNT NOT TO EXCEED: \$94,111.00
MONTHLY PAYMENT: N/A
ANNUAL PAYMENT: Not to exceed: \$94,111.00
TOTAL AWARD TO VENDOR As per above

DATE 8/19/15
Ralph J. Giallella
Ralph J. Giallella
Joseph N. DiVincenzo, Jr.

DATE 8/19/15
Michael J. McCreland
Michael J. McCreland, P.E., P.P., C.M.E., Partner

ATTEST: Deborah Davis Ford
Deborah Davis Ford: Clerk of the Board

WITNESS: Amy S. Terhune
Amy S. Terhune

To: Ralph Ciallella
County Administrator

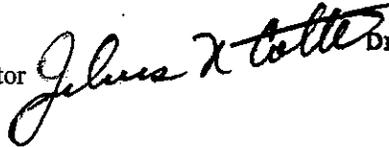
Essex County

DEPARTMENT:

Dept. of Public Works

From: Julius N. Coltre
A/Purchasing Director

DIVISION:



August 21, 2015

Subject: Architectural & Engineering Design Services for Hilltop Reservation
RFP File# 15-082

Introduction:

The Essex County Department of Public Works has formulated a Request For Proposals (RFP) to Provide Architectural & Engineering Design Services for Hilltop Reservation. On April 25, 2015 the Office of Purchasing publically advertised for proposals under the "Fair & Open process of the "Pay-to-Play" law. On May 28, 2015. Four (4) firms submitted their proposals from one hundred forty four (144) firms who downloaded the RFP from the Purchasing Portal. On August 7, 2015 the proposals were reviewed and evaluated by the evaluation committee from the Department of Public Works. The Office of Purchasing has requested a sixty (60) day extension period (document from vendor enclosed in packet) because the recommendation process exceeded the sixty (60) day expiration. The minority status of this vendor cannot be determined. The following information has been obtained:

Recommendation:

The technical proposals were received & evaluated by the evaluation selection committee and the results are listed below.

Vendor:	Accumulated Points	Cost Proposal
CME Associates	1270	\$94,111.00
PS & S	1150	\$246,325.00
The RBA Group	1115	\$199,277.00
ETM Associates	980	\$149,550.00

Contract Period: Twelve (12) months from date of award by the Board of Chosen Freeholders

Res#
15-00709

Reason for Recommendation:

The primary purpose of this contract is to provide the Department of Public Works with the ability to make sure that the design of this project is done correctly and in compliance with all applicable laws. The results of the evaluation committee show that CME Associates scored the highest possible score and offered a reasonable cost for the implementation of this service. Therefore the committee recommends that the Board of Chosen Freeholders award a contract to: CME Associates 3141 Bordentown Ave. Parlin, N.J. 08859.

Fiscal Impact:

Funds for this contract will be made available. The Department of Public Works has stated to be determined. The total amount of this contract shall not exceed \$94,111.00.

History:

This vendor has had design services contracts awarded to them in the past with the County of Essex. This is the first time that this design services has been solicited for this project.

Alternative:

There is no alternative but to advertise to procure these professional services via a Request for Proposals (RFP) to procure this commodity in compliance with the Local Public Contracts Law.

JNC:cmc